



TRANSPORTATION DEPARTMENT
BUS STOP REVIEW

Note: During September, we receive a high volume of requests to audit routes and review bus stops. Bus stop reviews will not be considered until after October 1st.

Bus stop review requests are made by parents in cases where the assigned stop poses a safety hazard for the student. These are typically situations such as limited sight distance for drivers approaching the students, bus stops on a hill, curve, busy street, etc.

- 1. Bus stops are almost always at a street corner and are strategically placed to group students together.
2. The bus stop, by Ohio law, must be within a half mile of the student's residence.
3. The presence or absence of sidewalks or street lights is not a factor in determining bus stops.
4. Buses are unable to easily enter dead-end streets or cul-de-sacs which create safety hazards.
5. Requests will be recorded and processed as soon as possible and a letter will be sent home with the approval or denial.

Please remember that Ohio law requires that parents are responsible for their children until they board and after they exit the bus. Due to the large number of students who ride Westlake buses, we are unable to make bus stop changes to relieve parents of that responsibility. This means, unfortunately, that we cannot grant requests simply to allow the parent to monitor the bus stop from their home.

(PLEASE PRINT)

Student(s) Name
School
Grade
Home Address
Home Phone
Parent/Guardian Name
Cell Phone
Requesting Review For: Pick Up ONLY Drop Off ONLY Pick Up & Drop Off
Current Bus Number: AM PM
Assigned Bus Stop Location
Requested Review for New Bus Stop Location
Reason for this review

Parent/Guardian Signature

Return completed form to: Westlake City Schools, Transportation Department, 1097 Bassett Road, Westlake, OH 44145

TRANSPORTATION DEPARTMENT USE ONLY

Date Received
Approved Disapproved
Rationale
Start date (if applicable) Director's initials
Driver(s) notified Parent(s) notified School notified